**2012-2013 Calling**

**Leaving a message:**

This message is for \_\_\_\_\_\_\_\_\_. My name is \_\_\_\_\_\_\_\_ and I’m calling from the Supplemental Instruction Program at UTSA. I’m calling today to first congratulate you for your academic success and second to let you know that because of your hard work you qualify to **APPLY** for a SI Leader position. If you would like more information please call us back at 210-458-7251 again that is 210-458-7251. Thank you and have a great day.

**Making contact with student:**

May I speak with \_\_\_\_\_\_\_\_. Hi \_\_\_\_\_\_\_\_. My name is \_\_\_\_\_\_\_\_ and I’m calling from the Supplemental Instruction Program at UTSA. I’m calling today to first congratulate you for your academic success and second to let you know that because of your hard work you qualify to **APPLY** for a SI Leader position. We are currently recruiting and accepting applications for several positions. Are you familiar with SI?

(Would you like more information?)

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| **\*\*\*10 Hours a week ($8.66/hour)**  3- going to class  3- sessions  2- prep  1- office hour  1- weekly meeting  **\*\*\*Qualifications**  3.0 GPA  24 credit hours  A or B in classes we cover | **\*\*\*If you set up an interview:**  Recap with student:  Date & Time  Location (JPL 2.01.12A)  Phone # 210-458-7251 in case they need to change or cancel the interview  \*\*\* **Applications**  Applications can be submitted before the interview through our website: <http://www.utsa.edu/trcss/si> |

**Personalized calling script**

**What to include:**

* Who you are calling
* Your name
* Where you are calling them from
* What are you calling about
* Office phone number
* Other

**Leaving a message:**

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**Making contact with student:**

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